

Manual for Oral Sessions of the 2021 SSJ Fall Meeting

Seismological Society of Japan (SSJ),
Convention Planning Committee
September 28, 2021

(Revision on October 13: Time shown by timekeepers is changed from the remaining time of the presentation to the elapsed time in P.5)

Access to Zoom Meeting

Link to Zoom Meeting will appear in the Timetable of Meeting Portal (<https://confit.atlas.jp/guide/event/zisin2021/top>) when the Fall Meeting draws near.

The screenshot displays the meeting portal interface for the Seismological Society of Japan Fall Meeting. The header includes the organization's name in Japanese and English. The main content area features a 'Timetable' section with a grid of sessions across four rooms (A, B, C, D) from 8 am to 3 pm. An orange callout box highlights a specific session in Room A at 9 am (AM-1), titled 'Special session S21. Seismic spectral analyses for earthquake source physics, earth structure estimation, and strong motion assessment', with chairperson Takahiko Uchide. A 'Live Streaming (Zoom)' button is visible at the bottom of the callout. The left sidebar contains navigation menus for 'My menu', 'My Schedule', and 'MENU'. A 'Latest Announcement' section indicates no current announcements. An orange arrow points from the 'Timetable' grid to the callout box.

Put your cursor on and the link to Zoom Meeting will appear

	ROOM A ROOM A	ROOM B ROOM B	ROOM C ROOM C	ROOM D ROOM D
8 am				
9 am	Room A AM-1 Special session S21. Seismic spectral analyses for earthquake source physics, earth structure estimation, and strong motion assessment chairperson: Takahiko Uchide (Geological Survey of Japan, AIST), Kazuhiro Somei (Geo-Research Institute) 9:00 AM - 10:00 AM	Room B AM-1 Special session S23. Deepening seismic data analysis and modeling based	Room C AM-1 Regular session S09. Statistical seismology and underlying physical	Room D AM-1 Regular session S06. Crustal structure chairperson: Ayako Nakanishi (IAMSTEC)
10 am				
11 am	Room A AM-2 Regular session S15. Strong ground motion and	Room B AM-2 Special session S23. Deepening seismic data analysis	Room C AM-2 Regular session S09. Statistical seismology and	Room D AM-2 Regular session S06. Crustal structure chairperson: Takahiko Uchide
12 pm				
1 pm	Room A PM-1 Regular session S15. Strong ground motion and earthquake disaster	Room B PM-1 Special session S23. Advances in	Room C PM-1 Regular session S09. Statistical seismology and underlying physical	Room D PM-1 Regular session S06. Crustal structure
2 pm				
3 pm				

Set Your Name on Zoom Meeting

Please set your name on Zoom for oral sessions as “(First name) (Family name):(Affiliation)” like “Gaku Zisin: Chikyu Univ.”

If you are the presenter of the session, please add [Presentation number] at the head of the name like “[S0X-0Y] Gaku Zisin: Chikyu Univ.”

The other patterns of name on Zoom will be as follows:

- Chair of the session ”【座長】地震学：地球大”
- Judge for student presentation award “【審査員】地震学：地球大”
- Award recipient at commemorative lecture session “【受賞者】地震学：地球大”
- Administrator or timekeeper of the session “【A会場管理者】地震学：地球大”

Note to Participants

- Please do not unmute yourself and do not turn the video on unless you make a presentation or ask a question.
- If you have a question on a presentation, please use “Raise Hand” after the presentation. After a chair allows you to talk, please unmute yourself and ask the question. Please do not use “Chat” for the question (only co-chair and administrator can use “Chat” for a question because they cannot use “Raise Hand”). It depends on you to use “Video” during the question.
- Please do not use “Chat” to all unless a chair or an administrator asks the participants to respond using “Chat”.
- If you find a problem interfering the session or disturbing someone, please contact administrators who have 【管理者】 in name by “Chat”.
- Administrators record the Zoom Meeting in order to respond to any interference during the session. The video of the Zoom meeting will be deleted after the 2021 SSJ Fall Meeting if there is no such a problem. You cannot record a video, record a sound, nor take a screenshot without permission from the presenter.

Note to Presenters

- Please join the Zoom meeting no later than 5 minutes before the slot (e.g., AM1, AM2, ... in Timetable) in which your presentation starts. If you cannot join the meeting at the beginning of the slot, please let us know via e-mail to [ssj-program\(at\)tokyo.email.ne.jp](mailto:ssj-program@tokyo.email.ne.jp) ((at)-> @)
- Please start your presentation following instructions by a chair. Please unmute yourself, share your screen to make a presentation. You can turn the video on if you need.
- Presentation time is 12 minutes and question time is 3 minutes. The elapsed time of your presentation will be displayed on the video of the timekeeper (one of administrators of the session). Bells will also remind you of the elapsed time.
 - 1st bell (ring once): 10 minutes (2 minutes remain for presentation)
 - 2nd bell (ring twice): 12 minutes (time to move onto question)
 - 3rd bell (ring three times): 15 minutes (time to finish your whole presentation)
- In the question time, please respond to the question and comment from the person who is allowed to talk by the chair.
- Please check whether the sharing your screen works well before the session starts, in break time.